



MINUTES OF THE EWIB MEETING

TUESDAY, MAY 25, 2010
8:00 A.M.

Members Present: Tom Burns, Pete Connair, Cynthia Lamb, Catherine Menounos, Donna Weisenberger, Jim Butler, Karen Eichstaedt, Shelly Giménez, Lindy Lee Gold, *Marge Valentin*, Valerie Marino, John Markowicz, Deborah Monahan, Mel Olsson, & Ross Tomlin.

Staff Present: John Beauregard, Carol LaBelle, Virginia Sampietro, Guy Saporito, & Sheila Taurianen.

Others Present: Nancy Vitale, Roger Mason, Andrea Messenger, Gumwatty Garcia, Jeff Nelson, Pat Dixe, Rhonda Matthieu, Suzanne Cimochoowski, Liz Binger, Maria Pukas, Keleigh Arian, Ellen Paul, Mark Paquette, Mary Berry, & Kevin Ryan.

Call to Order

Chairman Burns called the meeting to order at 8:05 a.m.

Public Comment

None.

Acceptance of Previous Minutes

A **MOTION** was made to approve the minutes from the March 23, 2010 Board of Directors meeting, as presented (*Gold /Markowicz*). **ACTION:** Unanimously approved.

Correspondence/Communications

Mr. Beauregard reviewed the following item of correspondence:

1. *American Council on Education (ACE) Letter* – ACE Representatives were on-site at Quinebaug Valley Community College (QVCC) on May 5, 2010 to perform their on-site review of the area designated to be EWIB's testing center. Once granted, designated on-line training courses taken by *CTWorks-East* customers will be eligible for ACE-approved college credit upon successful completion of coursework and required testing. The on-site review was a success and full approval is expected this summer.

CETC Report

Chairman Burns reported that CETC recently held its Executive Committee meeting where the completed WIA Adult Literacy Report was reviewed & a discussion was held regarding going forward with the report's recommendations.

The USDOL Energy Partnership "*Green*" Grant was discussed. A decision on the selection of a Statewide Project Director is anticipated prior to the June (17th) CETC meeting.

Chairman/Executive Director Report

Executive Directors Report

- USDOL Tri-State Training Grant Application – The Board applied for a \$4.55M 3-year USDOL Community-Based Job Training Grant on April 29, 2010. This highly competitive grant will cover the RIG area, which includes Eastern CT; Washington County, RI; and Worcester County, MA. Key partners included: three (3) WIBs; four (4) Community Colleges (*Community College of RI, Quinebaug Valley Community College, Quinsigamond Community College, & Three Rivers Community College*); as well as Charter Oak State College and target industries such as Defense/Ship Building, Energy, Engineering, & General STEM Competencies. Electric Boat in both Groton, CT and Quonset Point, RI was specifically targeted due to their documented hiring needs. The goal is to create jobs & training for those jobs that will lead to permanent hires, and result in higher-skill, higher-wage jobs. The grant's goal is for ~875 individuals to complete training & ~600 placements in employment. Mr. Beauregard expressed the Board's appreciation for Rep. Courtney's assistance during the application process. A decision on the grant should be made later this summer.
- On-the-Job Training (OJT) National Emergency Grant (NEG) – CTDOL will submit a statewide application for a USDOL NEG application. This highly competitive federal application will provide additional OJT resources to dislocated workers. The Board will be requested to approve a Resolution later in the agenda.
- TANF/ARRA Funding – The TANF Emergency Contingency Funding through the CT Department of Social Services (DSS) leverages funds for TANF and TANF-eligible Youth (*Summer Employment*) and Adults (*Subsidized Work Experience*). The Board has been able to leverage the \$350,000 Summer Youth Employment Program ~ into ~\$1.2M in funding, resulting in a Summer Youth program nearly the same size as last year's (~650 youth).
- Presentation – Mr. Beauregard provided members of the Board with a presentation entitled, "A Look to the 2010/2011 Program Year." He expressed his appreciation for the dedicated effort by both the PAP Committee & the Youth Council throughout the procurement process, on behalf of the Board and the entire staff.

He noted two (2) major factors leading up to the PAP Committee's procurement decisions:

- 1) High-Demand for Skill Enhancement – Services associated with higher unemployment
 - 2) Limited Resources – The Board has returned to pre-Stimulus funding levels for training
- Matching Funds Donations for ARRA/TANF Grant – The TANF ARRA Grant has a requirement of matching funds (*EWIB's need is \$29K*). Mr. Beauregard noted that for every \$150.00 donated there is a \$1,500.00 federal dollar match. To-date, the Board has been successful in raising \$22,500 through generous donations from: People's United Bank Foundation (*\$17,500*) & Liberty Bank Foundation (*\$5,000*), and is currently awaiting confirmation from Charter Oak Federal Credit Union (*\$3,500*). On behalf of the entire Board, he expressed his appreciation to each of the lending institutions and their foundations for their generosity.
 - Norwich CTWorks-East Center – A discussion was held at the Executive Committee meeting regarding the Board's recent conversations with CTDOL on the lease of the Norwich *CTWorks-East* Center. He expressed the importance of the Center, but noted that the Board is unable to be the leaseholder of the facility. The Center will be under a month-to-month lease beginning in October 2010. The Board requested legislative involvement during the resolution of this matter.

Committee Reports

Executive Committee Report – Chairman Burns reported on both the April 22nd and May 17th meetings of the Committee. He stated that during the April 22nd meeting they reviewed & approved the completed compensation study, and at the May 17th meeting they discussed the Community-Based Job Training Grant, Summer Youth, USDOL Monitoring, the FY11 Budget, and recommended approval of resolutions.

- 2010/2011 Revenue Forecast – Mr. Saporito provided a brief overview of the EWIB's 2010-2011 Revenue Forecast, noting that the current fiscal year (*ending June 30, 2010*) will be a milestone, with over \$10.2M in recognized revenue.
- 2010/2011 Budget – Mr. Saporito reported that the 2010-2011 Budget Recommendation of \$1,207,269 put forth to Executive Committee increased by 5.4%. The majority of the increase (4%) was contained in the

Consultant/Professional Fees line item. This was due to the continuation of temporary clerical assistance, and the increase in expected grant writing due to the competitive environment expected by USDOL.

A **MOTION** was made to accept the Executive Committee Report and the EWIB 2010/2011 Budget, as presented (**MARKOWICZ/GOLD**). **ACTION:** Unanimously approved.

- Board Resolutions EWIB-10-04 through EWIB-10-16 – A **MOTION** was made to approve EWIB Board Resolutions EWIB-10-04 through EWIB-10-16, inclusive, as presented (**MARKOWICZ/OLSSON**). **ACTION:** Approved, with Monahan abstaining.

Performance, Accountability, & Planning Committee Report

Committee Co-Chair Markowicz reported that the Committee met on May 11th.

- Procurement 2010/2011 – Interviews were held with the submitters: E/CT Chamber, NE/CT Chamber, ETI, WTT, EASTCONN, & TVCCA. Proposals were reviewed & recommended to the full Board as follows:
 - **Business Services Team (BST):**
 - NE/CT Chamber (*in partnership w/QVCC*) **\$100,479**
 - Chamber of Commerce of E/CT **\$88,912**
 - **Jobs First Employment Services (JFES):**
 - Intensive Employability-Focused GED
 - ▶ EASTCONN **\$229,908**
 - Case Management & Job Placement Unit
 - ▶ TVCCA (*in partnership w/EASTCONN*) **\$1,009,767**
 - **WIA (Adult/Dislocated Worker):**
 - Core Services, Workforce Advisors, & Human Services Integration (*HSI*)
 - ▶ TVCCA (*in partnership w/ACCESS Agency*) **\$758,504**
 - **Technology:**
 - Employment & Training Institute **\$274,000**

Also recommended:

- \$16,000 targeted for Core Services be reserved, should the need arise.
- Staff be allowed to negotiate contracts as appropriate
- Endorsed the recommendations of the Youth Council procurement

A **MOTION** was made to approve the Performance, Accountability, & Planning Committee report, as presented (**GOLD/WEISENBERGER**). **ACTION:** Approved, with Monahan abstaining.

Youth Council Report

On behalf of Co-Chairs Harper & Landry, Ms. LaBelle reported that the Council met on April 26th where they discussed ARRA TANF Emergency Funds application; received updates on Youth programs including Summer Youth Employment Program; and reviewed & forwarded their PY10/11 funding recommendations on to the PAP Committee for approval. The Committee's recommendations:

- Procurement 2010/2011 –
 - In-School Youth
 - EASTCONN "Cool Directions Pipeline" (*in partnership w/Norwich Youth & Family Services, and New London Youth Affairs*) **\$204,142**
 - Out-of-School Youth
 - EASTCONN "Better Education Always Triumphs (B.E.A.T.) Regional Options Program" (*in partnership w/TVCCA, & New London Adult Education*) **\$476,332**

A **MOTION** was made to accept the Youth Council report, including the contract awards to EASTCONN, as presented (**Markowicz/Gold**). **ACTION:** Approved, with Monahan abstaining.

Old Business

None

New Business

- Board Resolutions EWIB-10-17 through EWIB-10-19 – A **MOTION** was made to approve EWIB Resolutions EWIB-10-17 through EWIB-10-19, inclusive, as presented (*Markowicz/Butler*). **ACTION:** Unanimously approved.

Adjournment

A **MOTION** was made to adjourn the meeting (*Butler/Markowicz*). **ACTION:** Unanimously approved.

The meeting adjourned at 9:14 A.M.

Meeting Minutes respectfully submitted for Eastern CT Workforce Investment Board Secretary James S. Butler by Executive Assistant, Sheila R. Taurianen.